

# Federal Prison System

**Federal Medical Center**  
**Lexington, Kentucky 40511-8799**

**OPI:** Correctional  
Services  
**Number:** LEX- 5267.07A  
**Date:** October 12, 2005  
**Subject:** Visiting  
Regulations

## *Institution Supplement*

---

1. **PURPOSE:** To establish and implement visiting regulations at FMC Lexington, KY.
2. **DIRECTIVES AFFECTED:**
  - a. **Directive Rescinded:**  
LEX-5267.07 Visiting Regulations (2-20-04)
  - b. **Directive Referenced:**  
P.S. 5267.07 Visiting Regulations (04-14-03)  
P.S. 1315.07 Legal Activities, Inmate (11-05-99)  
  
P.S. 5500.11 Correctional Services Manual (10-10-2003)  
P.S. 5500.12 Correctional Services Procedures Manual (10-10-2003)
3. **CORRECTIONAL STANDARDS REFERENCED:**  
  
**Correctional Standards Referenced:** American Correctional Association Fourth Edition Standards for Adult Correctional Institutions: 4-4498, 4-4499, 4-4500, 4-4501, 4-4502, 4-4503, 4-4503.
4. **RESPONSIBILITY:** The Captain is delegated as having responsibility and oversight of inmate visiting procedures.

5. **IMPLEMENTATION:**

a. Visitor Approval:

- (1) All inmates desiring to receive regular visits must submit a list of proposed visitors to the designated staff. Staff will compile an approved visiting list following suitable investigation of the proposed visitors.

The Warden must approve visiting privileges for proposed visitors who did not have an existing relationship with the inmate prior to incarceration.

- (2) When a proposed visitor is denied due to security concerns, extensive criminal history, no relationship prior to incarceration, the inmate will be notified. It is the responsibility of the inmate to notify the proposed visitor of the denial.
- (3) Ordinarily, visiting lists are limited to 20 approved visitors.
- (4) Ordinarily, immediate family members of holdovers will be approved for visiting pending receipt of a PSI or visiting list from another institution or a suitable investigation of the proposed visitors.

b. Location:

- (1) All visits will be conducted in the visiting room and the established patio area of the satellite camp.
- (2) Legal visits will be conducted in the legal visiting rooms at the FMC during normal visiting hours. Legal visits at other times may be conducted in the Visiting Room. Legal visits at the camp will be conducted in an appropriate location selected by staff.

c. Visiting Hours:

- (1) The following visiting schedule has been established for both facilities during the normal work week.

VISITING SCHEDULE	FMC	CAMP
Sunday	8:30am -3:00pm	8:30am -3:00pm
Saturday	8:30am -3:00pm	8:30am -3:00pm

Monday	2:30pm - 9:00pm	NO VISITING
Thursday	2:30pm - 9:00pm	NO VISITING
Friday	2:30pm - 9:00pm	5:00pm - 9:00 pm

- (2) In the event a regular visiting day falls on a Federal Holiday, all visiting will be held from 8:30 a.m. - 3:00 p.m.

NOTE: Processing of visitors will be delayed beginning at 9:15 a.m. on weekends, for preparation of the official count, and will resume at 10:30 a.m. or upon completion of the count. In addition, visitor processing will stop at 3:15 p.m. and 7:30 p.m. on weekdays and at 9:15 a.m. and 2:30 p.m. on weekends and holidays.

- d. Frequency of Visits: Inmates at the FMC are limited to four weekday visits and two weekend/holiday visiting periods per month. It is the responsibility of the inmate to maintain account of his available visits and to inform his visitors. There are no formally established limits at the Camp, however, if overcrowding exists, terminations will be made in accordance with section e.

- (1) Inmates at the FMC and Camp may have a total of five visitors at one time. If more than five visitors arrive to visit an inmate, the visitors will be required to alternate during the visit, however, visitors may not wait on institution grounds.

- e. Over-Crowding Procedures: If at anytime the visiting room becomes over crowded, the following procedures will be followed:

- (1) The Operations Lieutenant and the Institution Duty Officer will be notified to evaluate the situation and determine which visits will be terminated.
- (2) Ordinarily, visitors determined to have traveled the shortest distance will be asked to leave first.
- (3) The time the visit began and the frequency of the visits will also be taken into consideration.

- (4) A memo detailing the procedures used for cancellation and other pertinent data will be prepared and routed to the Captain.

f. Identification/Records of Visitors:

- (1) All inmates will be provided visitor request forms upon arrival to establish an approved visiting list. Immediate family members, verified in the inmate's Pre-Sentence Investigation report, will ordinarily be approved.
- (2) All adult visitors (16 years and older) are required to present acceptable means of picture identification, with a signature, prior to being admitted into the institution for a visit. Acceptable forms of identification include, but are not limited to, a valid driver's license, valid state identification card, passport, or other official government-issued picture identification. Mexican consular identification cards (Matricula Consular) will not be accepted as a valid form of identification. Visitors without proper identification (photo identification) will not be permitted to visit. Front Entrance staff having any questions or concerns regarding acceptable identification will refer the matter to the Operations Lieutenant and/or the Institution Duty Officer.
- (3) All visitors less than 16 years of age must be accompanied by a parent, legal guardian, or responsible adult over the age of 18.
- (4) Visitors will complete the *Notification to Visitor Form - BP-224*. (Attachment C) The Visiting Room Officer will forward this form daily to the SIS.
- (5) All visitors must pass through and clear the metal detector before entering the FMC. In the event a visitor is unable to clear the metal detector without causing a positive reading, the visitor may be requested to submit to a pat search for the detection of contraband. Pat searches of visitors must be approved by the Warden. Visitors have the option of not submitting to a pat search, however, refusal to submit will bar the visitor from visiting on that date. Additionally, the Operations Lieutenant, and Institution Duty Officer (IDO) will be notified. Common sense and good judgement will be exercised when dealing with members of the public with disabilities.

- (6) All visitors at the FMC will be stamped with detection ink on one hand before entering the institution and will be black lighted before exiting the institution.
- (7) The Front Entrance Officer will maintain a record of all inmate visits. The Camp Visiting Officer will maintain a record of all inmate visits at the Camp.

**NOTE: It is the responsibility of the inmate to ensure visitors receive the visiting regulations (Attachment A), prior to visiting. (Camp inmates use Attachment B). These rules may be obtained from the Unit Counselor upon placement of visitors on the approved visiting list.**

g. Special Visits: A special visit is a Warden approved visit:

- (1) for clergy, former or prospective employers, sponsors and parole advisors. Visits in this category serve such purposes as assistance in release planning, counseling, and discussion of family problems.
- (2) for an authorized visitor other than at regularly established visiting times, or in excess of regularly permitted visits.
- (3) The Unit Manager will submit requests for special visits to the Warden. Unit Staff will be responsible for supervising special visits.

h. Attorney Visits (Legal):

(1) Attorney visits will be coordinated and supervised by Unit Staff when the Visiting Room is closed. During visiting hours officers may supervise legal visits after Unit Staff have coordinated the visit. These procedures apply for attorney visits with SHU inmates as well as general population inmates.

- (a) During legal visits, attorneys may not directly provide legal documents to inmates. With prior approval, documents may be passed through the supervising staff member (excluding correctional officers). Supervising staff will ensure the documents do not conceal/contain contraband.

- (b) The use of audio tape players during attorney visits is permitted with prior approval by the Warden.
- (c) Audio tapes provided by an attorney for an inmate's review, which constitute potential evidence in the inmate's ongoing litigation will be processed as special legal mail being mailed to the inmate. Once opened in the presence of the inmate, the Unit Team member will take physical possession of the tapes and check them out to the inmate until the review is complete. It will then be the responsibility of the inmate to mail the tapes back to their attorney.
- i. Cost: The inmate will incur all cost associated with time and administrative expenses incidental to arranging and supervising visits.
- j. Institutional Activities: Institutional activities must be maintained. Visits which unnecessarily interfere with institutional activities will not be allowed.
- k. Visits for Inmates not in General Population:
  - (1) Admission and Holdover Status: The Warden may limit visitors to immediate family members of the inmate, during the admission-orientation period, or for holdovers, where there is neither a visiting list from a transferring institution nor other verification of proposed visitors.
  - (2) Special Housing Unit Inmates: Inmates housed in the Special Housing Unit (SHU) will also have social visits in the Special Housing Unit. Inmate visits will consist of immediate family members only. If an inmate requests a child to visit, other arrangements will be considered on a case by case basis. The visit will be a non-contact visit. The inmate will be dressed in an orange jumpsuit and remain in full restraints for the duration of the visit. Visits will occur on Tuesdays and Wednesdays, between the hours of 8:00 a.m. - 10:00 a.m. and 1:00 p.m. - 3:00 p.m. Visits will be in one-hour or two-hour increments and must be scheduled at least one week in advance.

If an inmate is placed in the Special Housing Unit and the inmate is expecting a visitor in the institution visiting room, the inmate will be permitted to make a telephone call. The Captain

will authorize this phone call. The inmate and visitors will be secured in the SHU visiting area, and the visit will be monitored by the SHU Lieutenant when available, otherwise, SHU staff will monitor the visit. If advanced approval has not been arranged, the visitor will be turned away. Following an inmate visit, the inmate will be visually searched prior to their return to their cell. During SHU visits, all inmate activities will cease, unless authorized by the Captain.

- (3) Hospital Patients: The Associate Warden (Clinical Programs) may approve visits for inmates in the hospital who do not have off-ward privileges. Medical providers can limit visiting for inmates who are diagnosed with infectious diseases, i.e. MSRA, that could cause security/health concerns for Visiting Room Officers. This review will be conducted on a case-by-case basis. It is not permissible to bring food, packages, or gifts of any kind. No written messages may be exchanged. Documents or papers may not be examined or signed. Letter type transactions should be handled (as a matter of record) through correspondence. No visitor will be permitted to carry any luggage into the institution.

1. Restrictions \ Conduct:

- (1) Visitors will not be permitted into the institution wearing any clothing which resembles inmate issued uniforms (i.e., khaki colored clothing), hats, other than religious headgear, sweat suits/jogging suits, shorts, see-through blouses, halter tops, spandex, or any other type of provocative clothing.
- (2) Handshaking, embracing, and /or kissing by visitors is only permitted at the beginning and end of the visit. Holding hands during the visit is permitted. Inmates will be allowed normal parental contact with their children while visiting.
- (3) Visitors may bring a maximum of \$25.00 per adult. Money can only be used for the vending machines in the Visiting Room, and may not be given to the inmate. Visitors may not leave money for deposit to an inmate's account.

- (4) Visitors may not visit with two inmates simultaneously except for inmates who are immediate family members, with prior approval of the Unit Team (s) concerned.

m. Termination or Denial of Visits:

- (1) Visits may be terminated by the Operations Lieutenant and Duty Officer for the following reasons: disruptive or improper conduct by the visitor or inmate, visitors under the influence of drugs or alcohol, and/or continued failure to comply with visiting regulations.
- (2) Visitors may be denied entrance into the institution if they are not on the inmate's approved visiting list; if it is suspected the visitor is under the influence of drugs or alcohol; if the visitor does not possess proper identification, or if the visitor is inappropriately dressed.
- (3) Prior to the end of the shift, the Operations Lieutenant will prepare a memorandum to the Captain (with a copy forwarded to the Institution Duty Officer) detailing the reasons for the termination or denial of any visit.

n. Identification/Records of Inmates: Inmates will be positively identified by photo upon entering the visiting room, and following the visit, prior to the visitors departing the visiting area. Inmates processed for visiting will be pat searched before entering the visiting room. Upon completion of the visit, all inmates at the FMC will undergo a visual search and metal detection scan. Camp inmates will undergo random visual searches upon completion of the visit.

o. Supervision:

- (1) It is the responsibility of the Visiting Room Officer to ensure that the visiting area regulations are followed as outlined by Bureau of Prisons policy and that visits are conducted in a quiet, orderly, and dignified manner. Direct observation of the visits is not required at all times, but the officer will ensure all visits are monitored throughout the visiting period.



- (2) Under no circumstances will the Visiting Room Officer accept articles, gifts of any kind, or money from visitors for an inmate. Inmates are not permitted to give anything (i.e., hobby craft items) to visitors except through appropriate recreation procedures.

p. Clothing and Accessories:

- (1) Inmates will visit wearing the institution issued uniform. Inmates will not be permitted to wear coats/jackets into the visiting room.
- (2) Jewelry is limited to a wedding band and religious medallion. Earrings, watches, bracelets, additional rings and necklaces are not permitted.
- (3) Inmates are authorized to bring a comb into the visiting room.

q. Prisoner Visitation and Support:

- (1) Any visitor identified as a representative from Prisoner Visitation and Support (PVS) will be permitted to visit any inmate incarcerated at this institution during normal visiting hours. Ordinarily, Religious Services staff will provide a memorandum to the Front Entrance Officer to announce the intended visit. However, these special visitors will ALWAYS be permitted to visit, in the absence of a memorandum or advanced notice.
- (2) If there are any concerns allowing a PVS visitor into the institution, the Administrative Duty Officer (ADO) must be contacted immediately. Denial of any PVS visitor must be with the approval of the Administrative Duty Officer (ADO).
- (3) The Bureau of Prisons appreciates the service the PVS program provides to the inmate population. Therefore, it is imperative that these individuals receive the highest level of professionalism and cooperation.

6. **MANAGING DEPARTMENT:** Correctional Services

Approved by:

---

Joe W. Booker Jr., Warden

<b><u>Distribution:</u></b>	<b>Executive Staff</b>	<b>Lieutenant's Office</b>
	<b>Department Heads</b>	<b>Control Room</b>
	<b>AFGE Local 817</b>	<b>Master File</b>
	<b>MARO</b>	<b>Inmate Law Library</b>

VISITING GUIDELINES  
FEDERAL MEDICAL CENTER  
LEXINGTON, KENTUCKY

This information is made available to describe our rules for visiting and mail procedures. We know much effort, time, and travel may be involved with your visit, and we want you to understand our program fully so your visit will be as pleasant as possible.

This institution is located on the west side of metropolitan Lexington, Kentucky, on U. S. Highway 421 (Leestown Pike), approximately four miles from the intersection of Circle 4 Highway. There is a sign at the entrance of the institution indicating it is a Federal Medical Center, Bureau of Prisons facility.

VISITING ROOM HOURS: An inmate may visit Monday, Thursday, and Friday 1:00 p.m.-8:30 p.m.; on Saturdays, Sundays, and Federal Holidays 8:00 a.m. - 3:00 p.m. Visitors are not permitted on institution grounds until visiting times. All visitors must have current identification; e.g., driver's license, photo identification. Processing of visitors will stop at 3:15 p.m. and 7:30 p.m. on weekdays and at 9:15 a.m. and 2:30 p.m. on weekends and holidays.

All persons, vehicles, and packages are subject to search while on institution property. Possessing alcohol, firearms, weapons, or narcotics is prohibited. Introducing or attempting to take or send any article from this institution without the knowledge and consent of the Warden or his/her authorized representative is subject to criminal prosecution and a prison sentence of up to 20 years (Section 1791, Title 18, U.S.C.).

Children under age 16 who visit must be accompanied by an approved adult visitor. All unaccompanied children, ages 16-17, must have written permission from a parent, legal guardian, or family member (18 or over) to be approved for a visit.

A maximum of seven visitors are allowed to visit an inmate at one time, including children three year of age or over, for all visiting periods. Exceptions to this require prior approval by the Associate Warden of Programs.

Inmates are limited to four weekday visits and two weekend/holiday visiting periods per month. It is the responsibility of the inmate to maintain account of his available visits and to inform his visitors.

An embrace within the bounds of good taste is permitted when an inmate greets the visitor. The same applies upon termination of the visit. Heavy petting or body contact, sitting on laps, covering with blankets, etc., are not permitted. No action will be permitted that will be embarrassing or disrespectful to other inmates and visitor(s).

THE VISITING ROOM HAS BEEN DESIGNATED AS A NON-SMOKING AREA. No cigarettes, cigars, pipes, lighters, matches, or other smoking tobacco items will be allowed in the Visiting Room.

Visitors must keep their children under control and in the immediate vicinity of the visit. Visitors whose children disrupt or interfere with another inmate's visit may be asked to leave the institution. There is a children's playroom where children may play with toys the institution has provided.

Female visitors will not be permitted to wear shorts, halter tops, midriff shirts, tank tops or sleeveless tops, mini skirts, or suggestive/revealing clothing of any kind. Male visitors will use the same discretion in attire regarding sleeveless tops and shorts. Abusive, vulgar, or otherwise repulsive language on the part of either inmates or visitors will not be tolerated.

Visitors will lock their cars and not return to them unless permission has been obtained from the Desk Officer. There are no facilities available for extra visitors or persons accompanying visitors to wait within the institution. In addition, **NO ONE IS PERMITTED TO WAIT IN THE PARKING LOT OR REMAIN ON THE GROUNDS WHILE PERSONS ARE VISITING AN INMATE.**

Visitors are prohibited from bringing animals on the institution grounds at any time, unless it can be verified the animal is required to assist a physically impaired person. This includes keeping pets in automobiles while visiting.

Visitors will not be allowed to leave the Visiting Room and return during a visit.

The Associate Warden (Clinical Programs) may approve visits for inmates in the hospital who do not have off-ward privileges. It is not permissible to bring food, packages, or gifts of any kind. No written messages may be exchanged. Documents or papers may not be examined or signed. Letter type transactions should be handled (as a matter of record) through correspondence. No visitor will be permitted to carry any luggage into the institution.

Visitors may use the vending machines to purchase sandwiches, beverages, or candy; however, the loss of money in these machines is not refundable. Visitors may not bring food or beverages into the institution.

Lockers are available at the front desk for purses and other items belonging to visitors which are not permitted in the visiting room. Visitors will only be allowed to take the following items into the Visiting Room: small change purse (or billfold) and baby care items in small amounts. Personal toys are not permitted. All other items will be secured in lockers provided or remain in the visitor's secured vehicle. Coats and hats may be worn into the Visiting Room provided they are worn thru the metal detector at the Front Desk.

Cameras are not permitted. There is an inmate photographer available for pictures to be taken in the visiting area.

Visitors may not leave money for deposit to an inmate's account.

Please feel free to ask any staff member if you have questions about policies and procedures.

Cooperation with the above instructions is necessary by both the inmate and visitor(s) to ensure visiting is beneficial and enjoyed by all involved.

**AUTHORIZED BABY CARE ITEMS THAT MAY BE TAKEN INTO THE VISITING ROOM**  
(Enough baby care items to last six hours):

1. Diapers
2. Baby Feeding Bottles
3. Baby Food (Glass jars that are sealed only)
4. Any medication the baby needs
5. Baby Wipes
6. Any special needs item(s) will be handled at the discretion of the Visiting Room Officer.

VISITING GUIDELINES  
FEDERAL PRISON CAMP  
LEXINGTON, KENTUCKY

This information is made available to describe our rules for visiting and mail procedures. We know that much effort, time, and travel may be involved with your visit, and we want you to understand our program fully so that your visit will be as pleasant as possible. Inmates will be notified of visit approval and are responsible for notifying you of the approval.

This institution is located on the west side of metropolitan Lexington, Kentucky, on U. S. Highway 421 (Leestown Pike), approximately four miles from the intersection of Circle 4 Highway. There is a sign at the entrance of the institution indicating you are entering a Federal Bureau of Prisons facility. Prior to reaching the main facility, there is a driveway to the left marked FPC Lexington.

VISITING ROOM HOURS: Visiting will be Saturdays, Sundays, and federal holidays from 8:00 a.m. to 3:00 p.m. Friday visitation will be from 5:00 p.m. to 9:00 p.m. A maximum of five visitors are allowed to visit an inmate at one time, including children. Visitors are not permitted on institution grounds until visiting time. All visitors must have current identification, e.g., driver's license, photo identification.

All persons, vehicles, and packages are subject to search while on institution property. Possessing alcohol, firearms, weapons, or narcotics is prohibited. Introducing or attempting to take or send any article from this institution without the knowledge and consent of the Warden or his/her authorized representative is subject to criminal prosecution and a prison sentence of up to 10 years (Section 1791, Title 18, U.S.C.).

Children under 16 years of age, who are placed on the list, must be accompanied by an approved adult visitor. All unaccompanied children, ages 16-17, must have written permission from a parent, legal guardian, or family member (over 18) to be approved for a visit.

An embrace within the bounds of good taste is permitted when an inmate greets the visitor. The same applies upon termination of the visit. Heavy petting or body contact, sitting on laps, covering with blankets, etc., are not permitted. No action will be permitted that will be embarrassing or disrespectful to other inmates and visitor(s).

NOTE: THE VISITING ROOM HAS BEEN DESIGNATED AS A NON-SMOKING AREA. No cigarettes, cigars, pipes, lighters, matches, or other smoking tobacco items will be allowed in the Visiting Room, or in the outside visiting area.

Visitors must keep their children under control and in the immediate vicinity of the visit. Visitors whose children disrupt or interfere with another inmate's visit may be asked to leave the institution. Female visitors will not be permitted to wear shorts, halter tops, midriff shirts, tank tops or

sleeveless tops, mini skirts, or suggestive/revealing clothing of any kind. Male visitors will use the same discretion in attire regarding sleeveless tops and shorts.

Institution blankets are not allowed in any of the visiting areas.

Abusive, vulgar, or otherwise repulsive language on the part of either inmates or visitors will not be tolerated.

Visitors will lock their cars and not return to them unless permission has been obtained from the Visiting Room Officer. There are no facilities available for extra visitors or persons accompanying visitors to wait within the institution. In addition, NO ONE IS PERMITTED TO WAIT IN THE PARKING LOT OR REMAIN ON THE GROUNDS WHILE PERSONS ARE VISITING AN INMATE.

Visitors are prohibited from bringing animals on the institution grounds at any time, unless it can be verified the animal is required to assist a physically impaired person. This includes keeping pets in automobiles while visiting.

Visitors will not be allowed to leave the Visiting Room and return during a visit.

It is not permissible to bring food, packages, or gifts of any kind. No written messages may be exchanged. Documents or papers may not be examined or signed. Letter type transactions should be handled (as a matter of record) through correspondence. No visitor will be permitted to carry any luggage into the institution.

Inmates can not receive money during a visit. However, an inmate may receive money in the mail to be placed in an account. A U.S. Postal Money Order is the safest and recommended method. Personal checks require 30 days to clear. Postal Money Orders, all other forms of domestic money orders, Western Union Money Grams, and government checks require only three days to clear.

MAILING ADDRESS: (Example)

Inmate's Name  
Register Number  
Federal Prison Camp  
Atwood Hall  
P.O. Box 14525  
Lexington, KY 40512-4525

All correspondence must include the inmate's register number in the address.

Visitors may use the vending machines to purchase beverages or snacks; however, the loss of money in these machines is not refundable. Visitors may not bring food or beverages into the institution.

Lockers are available at the Camp Officer's office for purses and other items belonging to visitors which are not permitted in the visiting room. Visitors will only be allowed to take the following items into the visiting room: small change purse (or billfold) and baby care items in small amounts. Personal toys are not permitted. All other items will be secured in lockers provided or remain in the visitor's secured vehicle. This includes coats and hats.

Cameras are not permitted. There is an inmate photographer available for pictures to be taken in the visiting area.

Please feel free to ask any staff member if you should have any questions about policies and procedures.

Cooperation with the above instructions is necessary by both the inmate and visitor(s) in order that visiting may be fully utilized for the benefit and enjoyment of all concerned.



MAY 99

Attachment C

U.S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Officer's Name: \_\_\_\_\_

Institution: \_\_\_\_\_ Location: \_\_\_\_\_

Name of Inmate To Be Visited: \_\_\_\_\_ Register No. \_\_\_\_\_

It is a Federal crime to bring upon the institution grounds any firearm, destructive device, ammunition, other object designed to be used as a weapon, narcotic drug, controlled substance, alcoholic beverage, currency, or any other object that threatens the order, discipline, or security of a prison, or the life, health, or safety of an individual without the knowledge and consent of the Warden. 18 U.S.C. §§ 1791 and 3571 provides a penalty of imprisonment for not more than twenty years, a fine of not more than \$250,000 or both, to a person who provides, or attempts to provide, to an inmate any prohibited object. All persons entering upon these premises are subject to routine searches of their person, property (including vehicles), and packages. The Warden, upon reasonable suspicion that a person may be introducing contraband or demonstrating actions that might otherwise endanger institution safety, security, or good order, may request the person, as a prerequisite to entry, to submit to a visual search, pat search, urine surveillance test, breathalyzer test, or other comparable test. A visitor has the option to refuse any of the search or test or entrance procedures, with the result that the visitor will not be permitted entry to the institution.

NOTE: Your refusal of these procedures means that you will not be permitted entry to the institution, and you will be allowed to leave the institution property, unless there is a reason to detain and/or arrest you. The use of cameras or recording equipment without permission of the Warden is strictly prohibited; violators are subject to criminal prosecution. Once a visit with an inmate begins, if a visitor leaves the visiting area, the visit will be terminated. Any exception must be approved by the visiting room officer.

PLEASE ANSWER THE FOLLOWING QUESTIONS: Are any of the following items in your possession, or in possession of children in your party under 16 years of age?

Firearms	Yes <input type="checkbox"/> No <input type="checkbox"/>	Narcotics	Yes <input type="checkbox"/> No <input type="checkbox"/>
Explosives	Yes <input type="checkbox"/> No <input type="checkbox"/>	Marijuana	Yes <input type="checkbox"/> No <input type="checkbox"/>
Weapons	Yes <input type="checkbox"/> No <input type="checkbox"/>	Camera	Yes <input type="checkbox"/> No <input type="checkbox"/>
Ammunition	Yes <input type="checkbox"/> No <input type="checkbox"/>	Food Items	Yes <input type="checkbox"/> No <input type="checkbox"/>
Metal Cutting tools	Yes <input type="checkbox"/> No <input type="checkbox"/>	Alcoholic Beverages	Yes <input type="checkbox"/> No <input type="checkbox"/>
Recording Equipment	Yes <input type="checkbox"/> No <input type="checkbox"/>	Prescription Drug*	Yes <input type="checkbox"/> No <input type="checkbox"/>
Cellular Phone	Yes <input type="checkbox"/> No <input type="checkbox"/>		

\*All types of medication carried must be listed in the following space, and must be left at the entry area:

I have read, I understand, and I agree to the above. If I am visiting with an inmate, I also understand and agree to abide by the visiting guidelines provided me by this institution. I declare that I do not have articles in my possession which I know to be a threat to institution safety, security, or good order. I am aware that if I have questions about what is authorized, I should consult with the officer. I am aware that the penalty for making a false statement is a fine of not more than \$250,000 or imprisonment of not more than five years or both (pursuant to 18 U.S.C. § 1001). I am aware that the visiting area, including restrooms in the visiting area, may be monitored to ensure institution security and good order.

Printed Name/Signature: \_\_\_\_\_

Street Address/City and State: \_\_\_\_\_

Vehicle License No.: \_\_\_\_\_ Year, Color, Make and Model of Vehicle: \_\_\_\_\_

If visiting with an inmate, please complete the following: Names of children under 16 years of age for whom I am responsible:

\_\_\_\_\_

If not visiting with an inmate, please indicate:

Name of Organization: \_\_\_\_\_ Purpose of Visit: \_\_\_\_\_

Printed Name/Signature of Staff Witness: \_\_\_\_\_

(This form may be replicated via WP)

Replaces BP-224(52) of Jul 95

Fecha: \_\_\_\_\_ Hora: \_\_\_\_\_ Nombre del Oficial: \_\_\_\_\_

Institución: \_\_\_\_\_

Dirección: \_\_\_\_\_

Nombre del Reo a Visitar: \_\_\_\_\_

Número de Registro: \_\_\_\_\_

Es un delito Federal traer a las facilidades de la institución sin el conocimiento y consentimiento del Warden (Alcaide): cualquier arma de fuego, artefacto/dispositivo destructivo, municiones, cualquier otro objeto diseñado para usarse como un arma, drogas narcóticas, sustancias reguladas, bebidas alcohólicas, dinero, o cualquier otro objeto que sea una amenaza al orden, la disciplina, o a la seguridad de la prisión, o que sea una amenaza a la vida, la salud, o la seguridad de un individuo. Las secciones §§ 1791 y 3571 del Código de Leyes 18 DE EE.UU. estipulan una condena de encarcelamiento de no más de veinte años, una multa de no más de \$250,000 o ambas penas, a la persona que provea o trate de proveer cualquier objeto prohibido a un reo. Todas las personas que entran a estos predios están sujetas a registros rutinarios de su persona, su propiedad (incluyendo vehículos), y sus paquetes. De haber sospecha razonable de que la persona esta tratando de introducir contrabando, o que actúa de manera tal que podría poner en peligro la protección, la seguridad, o el buen funcionamiento de la institución, El Warden(Alcaide) puede pedirle a la persona a que se someta a un registro visual, un registro manual, una prueba de orina, una prueba de alcoholímetro(breathalyzer), u otra prueba similar, como requisito previo para entrar. El visitante tiene a su discreción el rehusarse a cualquiera de los procedimientos de registro, de pruebas o de entrada, lo cual tendrá como resultado que no se permita la entrada del visitante a la institución.

NOTA: La negativa a estos procedimientos significa que no se le permitirá entrar a la institución, y se le permitirá dejar los predios de la institución, a menos que exista una razón para detenerle y/o arrestarle. El uso de cámaras fotográficas o de equipo magnetofónico de grabación sin el permiso del Warden(Alcaide) está terminantemente prohibido; los infractores serán sometidos a enjuiciamiento penal. Una vez la visita con el reo comience, si el visitante abandona el área de visita, se dará por terminado la visita. Cualquier excepción a esta regla debe ser aprobada por el oficial del cuarto de visitas.

**POR FAVOR CONTESTE LAS SIGUIENTES PREGUNTAS:** ¿Tiene Ud. consigo, o tiene algún niño menor de 16 años de edad en su grupo de visita, algunos de los siguientes artículos?

Armas de Fuego		Si	No	Narcóticos		Si	No
Explosivos	Si No			Marihuana	Si No		
Armas	Si No			Cámara Fotográfica	Si No		
Municiones	Si No			Alimentos/Comida	Si No		
Bebidas Alcohólicas	Si No			Medicinas Recetadas*	Si No		
Herramientas				Equipo Magnetofónico			
para Cortar Metal	Si No			de Grabación	Si No		
Teléfono Celular	Si No						

\*Se debe escribir toda clase de medicina que tenga consigo en el siguiente espacio y se deben dejar en el área de entrada:

Yo he leído, entiendo, y estoy de acuerdo con lo anteriormente escrito. Si estoy visitando a un reo, yo también entiendo y estoy de acuerdo en cumplir con las pautas de visita, las cuales me han sido provistas por esta institución. Declaro que no tengo en mi posesión los artículos que entiendo pueden ser una amenaza a la protección, la seguridad, o el buen funcionamiento de la institución. Estoy consciente que si tengo dudas sobre lo que está autorizado, debo consultar con el oficial. Estoy consciente que la pena por dar una declaración falsa es una multa de no más de \$250,000 o una condena de encarcelamiento de más de cinco años, o ambas penas(en conformidad con la sección § 1001 del CODIGO 18 de EE.UU.). Estoy consciente que el área de visita, incluyendo los baños del área de visita, pueden ser vigilados para asegurar la seguridad y el buen funcionamiento de la institución.

Nombre Impreso/Firma: \_\_\_\_\_

Dirección/Ciudad y Estado: \_\_\_\_\_

Número de placa/tabla del vehículo: \_\_\_\_\_ Año, Color, Marca y Modelo del Vehículo: \_\_\_\_\_

Si va a visitar un reo, favor de completar lo siguiente: Nombres de los niños menores de 16 años de edad que están bajo mi responsabilidad: \_\_\_\_\_

Si no va a visitar un reo, favor de indicar: \_\_\_\_\_

Nombre de su Organización: \_\_\_\_\_

Propósito de la Visita: \_\_\_\_\_

Nombre Impreso/Firma del Miembro del Personal que sea Testigo: \_\_\_\_\_

(Este formulario se puede reproducir por medio de WP)

Este formulario reemplaza a BP-224(52) julio de 1995

**This template is provided to assist Spanish-speaking inmates who are not fluent in english to complete the corresponding Bureau form. It is a template only for instructional purposes, and should not be filled in. Este modelo se provee para ayudar a los reos que hablan español y no dominan el inglés para que completen el formulario correspondiente de la Agencia. Es solo un modelo que sirve como ejemplo, y no se debe completar.**

